

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

August 31, 1999

FROM: DENNIS L. STOUT
District Attorney

**SUBJECT: AUTHORIZE PURCHASING AGENT TO ISSUE A PURCHASE ORDER TO
SYLVAN/IDENTIX**

RECOMMENDATION: Authorize the Purchasing Agent to issue a purchase order for \$45,000 to Sylvan/Identix for finger printing employee applicants

BACKGROUND: All employees of the District Attorney's office, including temporary help and volunteers must be fingerprinted prior to hire. The cost for this service through the Department of Justice (DOJ) fees is \$46 for sworn personnel and \$32 for non-sworn personnel. At present there is also a \$22 processing fee. DOJ sends the results within 6 – 8 weeks. Effective 1/1/2000, the State of California mandates that all fingerprint submissions be automated.

On March 16, 1999 the Sheriff's Department (which offers fingerprinting services to employers) received Board of Supervisors approval to contract with Sylvan/Identix to provide automated fingerprinting service to both public and private employers. The benefits of the new program included increased efficiency and greater public convenience. Through the use of Sylvan/Identix, the applicant telephones an 800 telephone number and makes an appointment at a facility equipped with the Live Scan computer. Under this agreement, Sylvan/Identix collects a \$17 fee (instead of the previous \$22 processing fee) in addition to the DOJ fee and results are available within 72 hours rather than 6 – 8 weeks. The anticipated cost of this service is approximately \$45,000 per year.

FINANCIAL DATA: The costs are included in the Fiscal Year 1999/2000 budget.

REVIEW BY OTHER DEPARTMENTS: This action has been reviewed by County Counsel (Deputy Kevin Norris), Purchasing and the County Administrative office.

SUPERVISORIAL DISTRICT(S): All Districts

PRESENTER: Theresa A. Bushey, Chief, Bureau of Administration

Record of Action of the Board of Supervisors